

4-307. Notice of pretrial conference.

[For use with Rules 2-306, 3-306 NMRA in the Magistrate and Metropolitan Courts]

STATE OF NEW MEXICO

COUNTY OF _____
_____ COURT

_____, Plaintiff

v.

No. _____

_____, Defendant

NOTICE OF PRETRIAL CONFERENCE¹

TO: _____, Plaintiff; and

_____, Attorney.

_____, Defendant; and

_____, Attorney.

You are ordered to appear for a pretrial conference on _____, _____, (*date*)
at _____ (a.m.) (p.m.), at the _____ court located at _____.

At this conference the court will:

(check only applicable alternatives)

- ☐ make an order clarifying the pleadings;
- ☐ enter such orders as may be desirable to expedite the disposition of the action;
- ☐ hold discussions to facilitate the settlement of the case;

[] consider the following matters:

_____.

The court will also consider such other matters as may aid in the disposition of the case.

The failure of any party to appear at the time and place specified for the pretrial conference may be grounds for entering a default judgment against such party.

Date

Judge

USE NOTE

1. Each party must be served with a copy of this notice. *See* Rules 2-203 and 3-303 NMRA. *See* Civil Form 4-221 for the certificate of service and affidavit of service.

[As amended, effective September 1, 1989; October 1, 1991; December 17, 2001.]